



**Kip Crain, Superintendent**  
**Mary A. Workman, Treasurer**  
**Matt Brown, Principal**

518 West Prospect Street  
Smithville, Ohio 44677

High School: 330-669-7000  
High School Fax: 330-669-7001  
Adult Education: 330-669-7070  
Adult Ed Fax: 330-669-7071  
Website: [www.wcsc.org](http://www.wcsc.org)

**THE WAYNE COUNTY JOINT VOCATIONAL SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING**

**Wednesday, September 18, 2024**

**6:30 p.m.**

**Agenda (Exhibit A)**

**I. OPENING**

- A. Call to Order – Pledge of Allegiance – Moment of Silence
- B. Roll Call
- C. Motion to approve the September 18, 2024 Agenda – corrections – additions – deletions **(Roll Call)**
- D. Public Participation/Introduction of Guests
  - 1. Lorie Rodgers, Nursing Manager to demonstrate WCSCC's new Anatomage System
- E. Staff Recognition

High School Staff Excellence Awards

Café Staff:

- Pam Tarleton
- Beth Woodward
- Brian Spangler
- Darlene Ware
- Becky Peters
- Cynthia Geiser
- Renee Ehrmantrout

Lorie Rodgers, Nursing Manager  
Becky Marshall, Nursing Administrative Assistant

- F. Motion to approve the minutes from the August 21, 2024 Special Board Meeting **(Exhibit B.1)** and the August 21, 2024 Regular Meeting **(Exhibit B.2) (Voice)**
- G. Executive Session (for the purpose of discussing the employment of a public employee) **(Roll Call)**

## II. SUPERINTENDENT'S REPORT (VOICE)

- A. Director's Report (**Exhibit C**)
- B. Principal's Report (**Exhibit D**)
- C. Updates on Superintendent's Advisory Committees
- D. Important Upcoming Dates and Times

EVENT	DATE	DAY	LOCATION	TIME
WCSCC Regular Board Meeting	10/16/24	W	G101/Board Room	6:30 p.m.
Parent Teacher Conferences	10/17/24	Th	WCSCC	4-8:00 p.m.
Staff In-Service Day – No School	10/18/24	F	WCSCC	
Fall Advisory Committee Meetings	10/29/24	T	WCSCC	3:30-5:00 p.m.

*Motion to approve Superintendent's Report (Voice)*

## III. TREASURER'S CONSENT AGENDA (ROLL CALL)

NOTE: Items under the consent agenda are considered routine and will be enacted under one motion. There will be no separate discussion of these items prior to the time the Board votes unless a Board member requests an item be clarified or even removed from the agenda for separate action.

*The Treasurer recommends the following actions:*

- A. Finance
  - 1. Approval of the list of purchase orders and budgetary check register for August 2024 (**Exhibit E**)
  - 2. Approval of the Financial Reports for August (**Exhibit F**)
  - 3. Approval of the FY25 Permanent Appropriations (**Exhibit G**)

*Motion to approve the Treasurer's Consent Agenda (Roll Call)*

## IV. SUPERINTENDENT'S CONSENT AGENDA (ROLL CALL)

NOTES:

- Items under the consent agenda are considered routine and will be enacted under one motion. There will be no separate discussion of these items prior to the time the Board votes unless a Board member requests an item be clarified or even removed from the agenda for separate action.
- All employee hires are pending BCI/FBI background checks, appropriate licensure, and any other required documentation.

*The Superintendent recommends the following actions:*

A. Certified Employment

1. Ryley Poling, Math Instructor, moved to Class 4, Step 4 due to the completion of required coursework/semester hours and/or certification/licensure requirements per the negotiated agreement effective 2024-2025 school year
2. Employment of the following as an Hourly Certified Teaching Assistant for the 2024-2025 school year:

NAME	CONTRACT	CLASS	STEP	EFFECTIVE
John Miller	10 <sup>th</sup> 1 (as needed/per time sheets, not to exceed 200 hrs. total AND not to exceed 29.5 hrs/wk)	Masters - \$30.07/hr	4	8/19/24

3. Employment of the following certified individual(s) to substitute in area(s) indicated for the 2024-2025 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Charity Brown	HS Nursing	V	11	\$35.60	9/5/24

B. Classified Employment

1. Approval of the following resignation(s):

NAME	POSITION	REASON	EFFECTIVE
Matthew Bottomley	Custodian – 3 <sup>rd</sup> Shift	Retirement	12/31/24

2. Employment of the following person(s) as full-time Classified Personnel as per Board Policy and the negotiated agreement for the 2024-2025 school year (number of days listed include holidays and are at 8 hrs/day unless otherwise indicated):

NAME	POSITION	CONTRACT	DAYS	CLASS	STEP	EFFECTIVE
Grant Willis	Custodian – 3 <sup>rd</sup> Shift	New 1	211 days (prorated from 12 month)	I (7/11)	10	9/9/24

3. Employment of the following Classified Personnel for Adult & Community Education, part-time/supplemental/hourly, as needed, pending sufficient enrollment, per time sheets, effective 2024-2025 year:

NAME	AREA	CLASS	STEP	HOURLY RATE	EFFECTIVE
Karen Burgett	Casual Labor	I	6	\$17.00	9/16/24

4. Employment of the following classified individual(s) to substitute in area(s) indicated for the 2024-2025 year:

NAME	SUBSTITUTE AREA	STEP	HOURLY RATE	EFFECTIVE DATE
Brynn Achord	Admin. Asst.	1	\$17.80	9/18/24
Marie Walls	Admin. Asst.	1	\$17.80	9/18/24

C. Consultant Contracts

1. Ramsier Financial, Retirement Planning Today, on or about October 17 & 24, 2024, \$30 per student
2. Ramsier Financial, Retirement Planning Today, on or about October 22 & 29, 2024, \$30 per student

D. Volunteers (none)

E. Approval to remove the following from inventory:

1. Old, used Milady textbooks and workbooks from Cosmetology

F. Approval to accept the following donations:

1. Approval to accept a donation of \$100 from Anita Greene in memory of Judy Davis for use in the Adult Education programs
2. Approval to accept a donation of Biotene 150, ultrasonic cleaner, disinfection wipes, and other assorted dental supplies that have an estimated value of \$1,200 from Coltene Whaledent for use in the Dental Assisting program
3. Rescind the following (reference the July 17, 2024 board agenda):

Trade in older equipment 1994 Freightliner Day-Cab, 2009 International Prostar, and 2011 International Prostar for a \$6,000 discount on a newer day cab semi truck from Peridot

***Motion to approve the Superintendent's Consent Agenda (Roll Call)***

**V. REGULAR AGENDA**

A. Grants and Agreements **(Roll Call)**

1. Approval to allow local law enforcement to use WCSCC buildings and grounds for tactical training on or about September 28 and 29, 2024
2. Approval of an Affiliation Agreement with Wadsworth City Schools for clinical learning experiences (copies available)
3. Approval of an Affiliation Agreement with The Inn at Ashland Woods for clinical learning experiences (copies available)
4. Approval of an Affiliation Agreement with Concordia at Sumner for clinical learning experiences (copies available)
5. Approval of an Affiliation Agreement with Cloverleaf Local School District for clinical learning experiences (copies available)

6. Approval of a Memo of Understanding (MOU), effective 9/18/24-6/30/25 with Encompass Christian Counseling for securing the services of a professional case manager to provide school-based case management services in conjunction with our school and mental health counselors here at WCSCC.

While this MOU is not a commitment of funds for the school-based case management program, it does represent an agreement between WCSCC and Encompass that is funded in part by services billed to Medicaid and services billed to the TANF Title XX grant issued to Encompass Christian Counseling by Wayne County Department of Jobs and Family Services (WCDJFS). (copies available)

***Motion to approve Grants and Agreements (Roll Call)***

**B. Resolutions (Roll Call) (none)**

**C. Documents and Materials (Voice)**

1. Approval of the 2024 Annual Security Report for Adult & Community Education (copies available)
2. Approval of the following revised/new/deleted board policy (copies available):

NUMBER	STATUS	TITLE
8330	Revised	Student Records

3. Approval of the following overnight field trip request(s) (copies available):

FIELD TRIP	REASON	LOCATION	DATE	# STUDENTS	# ADVISORS	# PARENTS
Educators Rising State Officer Retreat	Leadership Skills	Capital University – Bexley, OH	9/16-9/17/24	2	1	0
SkillsUSA Ohio State Officer Retreat	State Officer Training	SkillsUSA Office – Columbus, OH	10/21-10/22/24	1	0 (SkillsUSA Ohio State Director will be in charge)	0
SkillsUSA Fall Leadership Conference	Officer Training	Columbus Convention Center – Columbus, OH	11/13-11/15/24	1 (State Officer attends one day earlier than others)	2	0
SkillsUSA Fall Leadership Conference	Officer Training	Columbus Convention Center – Columbus, OH	11/14/11/15/24	30	2	0

***Motion to approve Documents and Materials (Voice)***

**VI. NEW BUSINESS (ROLL CALL) (none)**

**VII. ITEMS OF DISCUSSION**

**A. Board discussion**

**VIII. EXECUTIVE SESSION**

A. Executive Session (if needed) **(Roll Call)**

**IX. MOTION TO ADJOURN (VOICE)**

**NOTE: The next Regular Meeting will be Wednesday, October 16, 2024 in G101/Board room.  
The reception will begin at 6:00 p.m. and the meeting will follow at 6:30 p.m.**